

May 20, 2016

Job Posting
COUNTY OF MADISON, INDIANA

POSITION: Director of Technology

DEPARTMENT: Information Technology Services

STATUS: Full Time

FLSA STATUS: Exempt

WORK SCHEDULE: M-F, 8:00am-4:00pm

JOB CATEGORY: SO (Special Occupation)

Incumbent serves as Director of Technology for Madison County Information Technology Systems, responsible for security and management of County data, network and computerized devices, overseeing department operations and supervising assigned personnel.

DUTIES:

Oversees, supervises, and coordinates daily activities of Information Technology department and staff.

Establishes, plans and administers overall goals and policies for the department.

Supervises, directs, and manages assigned staff, including five (5) full time employees.

Oversees management of multiple information and communication systems and projects, including voice, data imaging, and office automation, ensuring continuous delivery and operation of integrated public safety, government, and administrative information system.

Operates, maintains and troubleshoots audio/visual equipment and ensures reliable operation of County computer system network.

Prepares and administers department budget, annual review of departmental activities and services performed.

Monitors and evaluates new products, peripherals, and third party software for potential County applications.

Actively participates in meetings of multiple County Boards, divisions, and departments.

Responds to computer related emergencies on a 24-hour basis.

JOB REQUIREMENTS:

*B.S. degree, or equivalent in Computer Science or related field.

*Knowledge of computer networking, VMWare, antivirus, Blade server infrastructure, Cisco, VoIP, and Microsoft Productivity tools, PC experience in hardware maintenance and upgrades, and ability to inventory and track calls for assistance with utilizing and maintaining Helpdesk.

*Possession of a valid Indiana driver's license and a demonstrated safe driving record.

* Ability to be on call 24-hours, seven days a week.

* Preferred minimum five (5) years' experience in system administration.

*Preferred demonstrated working knowledge of the activities and purposes of County government.

Interested candidates should submit a cover letter, resume and at least three professional references to:

Human Resources
16 E 9th Street, Suite 102,
Anderson, IN 46016

Or email:

hr@madisoncounty.in.gov

Deadline for submission is Monday, June 15, 2016 at 4:00 pm
Madison County Government is an Equal Opportunity Employer